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Approved For Release 2001/07/30 : CIA-RDP78-06202A000100050009-8

23 March 1966

MEMORANDUM FOR: Senior Training Officer, DDS

THROUGH : Director of Training

SUBJECT : Foreign Language Proficiency Testing

1. The Language Training School has been charged by the DDCI to test all persons presently at Headquarters who have claimed some degree of oral proficiency in a language. Such testing must be completed by 31 December 1966. According to the machine run of Agency language proficiency dated December 1965, 4,151 persons must be tested, of whom 681 are in the DDS. During the period 8 February 1966 - 18 March 1966, 5 persons in the DDS have been tested. However, the LTS statistics do not contain the number of persons who have disclaimed oral proficiency when approached by their division training officers for purposes of scheduling oral examinations. This gap in the LTS information makes it difficult to plan further oral testing, or to ascertain accurately the progress of the oral testing program. Therefore, LTS must have this information on a monthly basis, and would appreciate the submission of the names of the persons who have already disclaimed at the division's earliest convenience.

2. In order for the oral testing program to be completed by 31 December, an average of 66 persons must be tested each week. Thus far, only an average of 30 persons have been tested per week, although the capability exists to test 72 people per week. This poor showing has been the result of persons requesting rescheduling, not appearing, or disclaiming proficiency, after they have been scheduled for oral testing. The names of these individuals and the reasons for their not being tested are listed in the attachment.

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[REDACTED]  
Chief, Language Training School/OTR

Attachment:  
As stated above

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GROUP 1  
Excluded from automatic  
downgrading and  
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